Outline for AUGMENTATION TTA Call #1 April 10, 2012 @ 2PM EST

I. Welcome

II. Audience and Purpose

- Intended audience: Applicants for Grant Augmentations

- Call purpose: Help you ensure that your application is responsive to the NOFA and point you to useful technical assistance resources.

  - Note that we will not be focused on mechanics of submitting an application in eGrants. Technical assistance information concerning use of eGrants will be posted on the website www.seniorcorps.gov and will be covered on the April 12 call.

  - For technical questions and problems with the eGrants system, call 800-942-2677 or use the following link: https://questions.nationalservice.gov/app/ask. Be prepared to provide the application ID, organization's name, and the *Notice* to which you are applying. National Service Hotline hours are 8:00 a.m. to 8:00 p.m. Eastern Time Monday through Friday.

III. Review the NOFA

- Strongly advise you to reread the NOFA before you write your application.

- Strongly advise you to review the RSVP Regulations before you write your application. A link to the regulations can be found on page 8 of the NOFA.

- Programmatic requirements described in the NOFA are very important as application reviewers will be basing their reviews, in part, on how well you addressed these requirements:

  - The funding priorities for **Grant Augmentations** in the RSVP program are:

    Grant Augmentations
    - The funding priorities for **Grant Augmentations** to RSVP projects to provide service that supports programming focused on:
      - Veterans, including Department of Labor (DOL) Vets activities
      - Veterans' family members
      - Family of military service members (including reserve component), and military service members (including reserve component)

Veterans and Military Families:
Activities might include:
- Service that supports veterans, veterans' family members, family members of active-duty military, and military service members.

On page 4 is a link to find more information about the Focus Areas at:
http://www.nationalservice.gov/pdf/11_0203_cncs_strategic_plan.pdf

➤ Full time project director for any new projects. However, if you are already running a project with a less than a full time director, include your justification in your project management narrative.

- Non-Federal Share Requirement:
  o Augmentation: Your budget for the augmentation, when added to your current grant budget, must meet the applicable non-federal share requirement. If your project is 3 years or older, then that means at least 30%. If you are a more recent sponsor, that means at least 20% in Yr. 2 and at least 10% for any organization in their first year of RSVP sponsorship.

Special Information for Current Grantees Submitting Augmentation Proposals

- As a current grantee applying to **augment your current grant,** there are some key differences in what you include in your application. **Please see pp. 7-14 of the NOFA describe details**. To review, if you are applying to augment your grant,

  ➤ **Your Budget will include only the amounts for the augmentation activity.**

  ➤ Remember that the reviewers are likely to know nothing about your organization. So write your narratives assuming the reader has no prior knowledge of your capacity or track record.

  ➤ **"Program Management" Narrative**
     ▪ This is where you talk about how you plan to:
        (1) Develop and manage volunteer stations and volunteer assignments reflected in your augmentation proposal work plan(s).
        (2) How you will assess performance against targets set in your augmentation proposal work plan(s).
        (3) Plans for securing any additional resources that may be required to implement the augmentation proposal work plan(s).
        (4) How, if you receive the award, you will continue to meet the nonfederal share requirement when the proposed augmentation budget is added to the base project budget. This should be demonstrated arithmetically.

d. "Organizational Capacity" Section

        Use this section to describe:

        (1) Your experience and past results in the proposed programming area. If you are starting work in a new program area, describe how you will ensure you will have access to the experience and expertise needed to ensure success.

        (2) Plans for additional staffing, if any, needed for the proposed program or for redistributing work among existing staff to be able to handle the additional volunteers.

e. "Other" Section

        Use this section to address any aspects of the proposal not discussed in the preceding sections, including any additional explanation of your proposed work plan(s).

f. Work Plans

- In eGrants, you must prepare a separate work plan for each service category identified for your augmentation application.

IV. Selection process and review criteria

- See P. 14 of the NOFA.

- In evaluating applications, reviewers will assess program design which accounts for 50% of the score,
- organizational capacity, which accounts for 25%
- and cost-effectiveness and budget adequacy, which represents 15% of the score.

- The Detailed Selection Criteria are listed in the NOFA on page 15.

(1) Program Design (50%)
In assessing Program Design, reviewers will examine the degree to which the application demonstrates the following:

- *Getting Things Done (30%)*
    - Alignment of programming and work plans with clearly defined community(ies) need:
    - Well-documented compelling community need(s) that are reflected in one or more of the Focus Areas.
        - o **New Grants** need only respond to one Focus Area.
        - o **Augmentation grants** can only respond to the Veterans and Military Families Focus Area.
    - Well-designed activities with measurable outputs and outcomes reflected in work plans that directly address the identified community need(s).
    - Well-defined roles for volunteers that lead to measurable outcomes and impact on meeting the need(s) described.

- *Strengthening Communities (10%)*
  - Effective involvement of target community (ies) in planning and implementation.
  - Strong community partnerships, including well-defined roles for community partners.
  - Plans for promoting and integrating senior service in other community service programs.
  - Enhanced capacity of community organizations and institutions.
  - Mobilization of community resources, including volunteers.
  - Bringing together people of diverse backgrounds.

- *Recruitment and Development of Volunteers (10%)*
  - Effective plans for recruiting, developing, training, supervising, and recognizing volunteers.
  - High quality assignments and experience for volunteers, with opportunities such as building new skills, developing leadership potential, reflecting on the meaning of service to the community, and enhancing the quality of their own lives.
  - Well-designed plans for participants to serve together with people of diverse backgrounds.
  - Recruitment of Veterans or Military Family members if appropriate.
  - A broad range of volunteer roles so that volunteers have the opportunity to contribute their skills in the most meaningful ways.
  - A volunteer pool reflective of the demographics of the geographic communities served, including individuals of all races, ethnicities, and degrees of English language proficiency.

- *Work Plans (Work Plan criteria weight is incorporated into the Program Design 50%)*
  - Alignment of programming and work plans with clearly defined community need:
  - Well-documented compelling community need(s) that are reflected in the above Focus Areas.
  - Well-designed activities with measurable outputs and outcomes reflected in work plans that directly address the identified community need(s).
  - Well-defined roles for volunteers that lead to measurable outcomes and impact on meeting the need(s) described.

(2) Organizational Capacity and Management (25%)
In assessing the organizational capacity, reviewers will assess the extent to which the applicant demonstrating that it has:
- The capability and plans to provide sound programmatic and fiscal oversight and day-to-day operational support.
- Effective plans for developing and managing volunteer placement sites and volunteer assignments.
- Well-defined roles for project staff.
- Plans to effectively manage information and data to demonstrate results.
- A sound track record in the issue areas(s) to be addressed by the project, senior service, and in managing volunteers.

- Well-designed plans and systems for self-assessment of project performance, evaluation, and continuous improvement.

(3) Cost Effectiveness / Budget Adequacy (25%)
In evaluating the cost-effectiveness and budget adequacy of your proposed program, the reviewers will consider:
- Whether the budget is adequate and reasonable to support program design.
- The commitment of applicant organization/host agency to securing resources for program implementation and/or sustainability.
- Whether the budget is cost effective.
- The adequacy and sustainability of the applicant's proposed non-federal financial or in-kind contribution.

- **We recommend that before you submit your application take the following three steps to make sure your application is a complete and responsive as possible:**
    - **Use the detailed selection criteria as a checklist to make sure you've addressed each of them.**
    - **Re-read the instructions in the Senior Corps Grant Application to make sure you have followed them and included the requested content.**

V. Applications

- Full applications are due no later than **5:00 PM ET on May 15, 2012**

- Be sure to start your application by selecting the correct eGrants NOFA:

    - If you are a **current RSVP grantee applying to augment your current grant**, choose: "RSVP 2012 Augmentation"

    - If you are a **current RSVP grantee applying to augment your current grant**, and you plan to apply for a grant augmentation in to a relinquished service area you must select the "RSVP New 2012"NOFA.

VII. QUESTIONS?